

January 16, 2007
Parks Commission Minutes

Present: Chr. Sheila Dilmore, Deanne Williams, Sue Brinthaupt, Rick Smith, Beth Dunning, Sheila French, Chris Friend, DPW Commissioner Larry Wagner

Chr. Dilmore called the meeting to order at 7:00 PM.

New Pavilion Lights. Rick Smith reported that he has installed one light in the new pavilion at Community Park Extension, and it is wired up for outlets. There are three more lights to be installed. He hopes to have the other three lights installed as soon as possible.

Picnic Tables. Chr. Dilmore requested Larry Wagner contact Mr. Ray Wawrzusin concerning the status of the six octagonal picnic tables he was going to build for the new pavilion.

2007 Projects/Community Days. Cathy Shoemaker and Mark Gould, the new Co-Chairpersons of the Community Days Committee, have requested a list of projects which the Parks Commission would be interested in receiving financial help with. After discussion it was agreed that concession stand/bathroom facilities for Community Park Extension is of prime importance. Chr. Dilmore will write a letter to them.

Park Signs. The sub-committee to work on the new park signage will meet at the Community Center at 6:00 PM, February 8, 2007.

Ice Skating Rink. There was discussion on a portable ice skating rink. The general consensus of the Parks Commission was to wait and see if possibly there is to be more development at Lowe Pond.

Climbing Toys. Sheila French stated she would like to see something new for the kids to climb on at Community Park. Boulders were discussed with rubber mulch around them. Larry will check into this to see prices of the rubber mulch and how much a couple of boulders would cost.

Distance Learning for Pesticide Spraying. Chris Friend reported that he had contacted Diane Fiorentino at Cooperative Extension. She is looking into possibilities for someone to take the course online.

Whitney Park. Larry reported that Allen Engineering will be working on a grading plan for this park.

There being no further business, Chr. Dilmore adjourned the meeting at 8:15 PM.

NEXT MEETING: FEBRUARY 20, 2007 AT 7:00 pm AT THE COMMUNITY CENTER.

February 20, 2007
Parks Commission Meeting Minutes

Present: Chr. Sheila Dilmore, Sheila French, Deanne Williams, Beth Dunning, Chris Friend, Town Board Liaison Mike Smith, DPW Commissioner Larry Wagner

Absent: Suzanne Brinthaup, Rick Smith

Guest: George Buck

Chr. Dilmore called the meeting to order at 7:00 P.M.

Challenger League. George Buck of the Challenger League (baseball) gave a brief presentation stating his concern and displeasure that the fees for youth sports fields use is excessive and feels that the fields should be free for the youth to play on.

During his presentation, George indicated the press box has a leaky roof and needs to be painted. Larry Wagner will take care of this problem.

After discussion, the consensus of Parks Commission members present was that the fees should remain as they are and the Challenger League should not be exempted from fees.

Community Days Committee. Chr. Dilmore, in a letter dated January 30, 2007, invited the Community Day Co-Chairpersons, Kathy Shoemaker and Mark Gould to this evening's meeting to discuss possible funding for a concession stand/restroom/storage facility for Community Park Extension. The Co-Chairpersons did not attend the Parks Commission Meeting.

Sign Committee Meeting of Feb.8, 2007. Co.Chr. Sheila Dilmore submitted a list with all the rules for the parks. This was discussed and changes made. Sheila will type up a new list with the additions and changes for the Parks Commission Members.

Playground Equipment. Chr. Dilmore indicated a lady from Fawn Acres has requested a slide for that park and Sheila French would like boulders or a big rock in Community Park, possibly trying the shredded tires around it for mulch.

Fall Festival. Chr. Dilmore stated the Town of Big Flats will be holding a Fall Festival at the Community Center and they had asked that a member of the Parks Commission be involved. Chr. Dilmore suggested that possibly Sheila French would like to work with them.

Octagonal Pavilion Tables. Larry Wagner indicated that Ray Wawrzusin who was going to build the octagonal picnic tables for the new pavilion will not be able to do this project. It was suggested that Art Bills at the Amish Workshop be contacted. Chr. Dilmore will contact Mr. Bills concerning this project.

Spraying License. Larry asked if Chris Friend had any information on getting a spraying license. Chris indicated that getting a license couldn't be done at the Community Center but possibly through one of the schools if they have a T-1 line. Chris will update the Commission as he gets more information.

Boats on Lowe Pond. Remote control boating will not be allowed on Lowe Pond. Larry Wagner will contact Pete Forcier and inform them they cannot use the pond.

Message Centers. Larry and Sheila Dilmore had pictures of Message Centers to be placed in all the parks. One-sided centers were decided on and will hold the rules for the park plus other helpful items.

Whitney Park. Jodie Allen of Allen Engineering is working on a grading plan for the park and a parking lot. Larry will update the members on the progress.

Community Park Ext. Restrooms. Larry Wagner has worked on drawings for restrooms for the park. He showed a 24x48' building, divided in thirds, with a concession stand and storage and bathrooms, at a cost of about \$75,000. The Parks Commission members felt this looked good and might be the way to go.

There being no further business, Chr. Dilmore adjourned the meeting at 8:35 P.M.

**NEXT MEETING: MARCH 20, 2007 AT 7:00 P.M. AT
THE COMMUNITY CENTER**

March 20, 2007
Parks Commission Meeting Minutes

Present: Chr. Sheila Dilmore, Deanne Williams, Beth Dunning, Rick Smith, DPW
Commissioner Larry Wagner

Absent: Chris Friend, Sheila French, Sue Brinthaupt

Chr. Dilmore called the meeting to order at 7:15 PM.

Community Park Extension

- Octagonal Picnic Tables. Chr. Dilmore reported that she had contacted Art Bills at the Amish Workshop and he will be building eight octagonal, pressure treated picnic tables for the new pavilion in Community Park Extension. The price will be \$300 each for a total of \$2400. They should be done the end of March or early April.

- Cinderella indicated that they plan to spray the infields this Spring.

**Community Park
Little League.**

Opening Day. April 28th is opening day for Little League. Ceremonies begin at 11:30 AM.

- DPW Commissioner Larry Wagner reported that the roof on the press box at Community Park needs to be tarred around the brace and the press box will be repainted by Little League. The town will provide paint etc..

- Concession Stand - Little League requested to have a bigger hot water heater installed before the season start. At present there is a 5 gallon and they would like a 30 gallon. There needs to be conduit run for this.

- Restrooms - Larry stated the partitions in the restrooms need to be straightened and secured.

- Minor League Dugout (Old Cinderella) - This needs roof repair.

- Mowing - Larry reported that Little League has requested that they do the mowing inside the fences and the Town do the mowing outside the fences.

- Field Prep. - Wenzel is going to help prep the fields for them.

- Batting Cage - A new batting cage will be purchased by Little League and they have requested help putting it up.

Whitney Park. Larry Wagner showed the Commission members the proposed site plan to date for Whitney Park.

Maple Shade Park. The sign needs to be replaced at this park Larry reported.

Parks Tour. The annual parks tour will begin April 17th, with everyone meeting at the Town Hall parking lot.

Rails to Trails. The bridge bid will be bid out by the end of the month, Larry reported.

Community Days. Funding from Community Days was discussed. It was brought up that they are providing funds toward a new sign for the Big Flats Elementary School .

There being no further business, Chr. Dilmore adjourned the meeting at 8:15 PM.

NEXT MEETING: APRIL 17, 2007 AT 6:00 –PARKS TOUR
(MEET AT TOWN HALL PARKING LOT)

June 19, 2007
Parks Commission Minutes

Present: Chr. Sheila Dilmore, Deanne Williams, Suzanne Brinthaup, Rick Smith,
Chris Friend, Beth Dunning, DPW Commissioner Larry Wagner, Town Board
Liaison Mike Smith

Absent: Sheila French

Chr. Dilmore called the meeting to order at 7:00 PM. Chr. Dilmore indicated that a meeting of the **Sign Committee** was needed as soon as possible and it was agreed they would meet on **July 11th at 7:00 PM.**

Chr. Dilmore reported that the people who do the rides for Community Days requested to be able to put “things” back further beyond ball fields. They have water and power where they are located now and Larry indicated that the campers and trailers must be 10 feet apart according to the Health Department. It was agreed they stay where they are situated at present.

Larry read through his list of updates of work that has been accomplished in the Parks since the Annual Parks Tour. Among the updates, he indicated that new roofs would be put on pavilions in Maple Shade and Harris Hill parks, and that the seat for Fawn Acres park is in.

Cinderella. Sue Brinthaup suggested that things need to be picked up behind the Concession Stand.

Whitney Park. Larry Wagner indicated that a 10 foot walking trail is being considered for Whitney Park.

Community Days. Chr. Dilmore will invite the Community Days Committee to our next meeting on July 17, 2007.

There being no further business to come before the Parks Commission, Chr. Dilmore adjourned the meeting at 8:00 PM.

**NEXT MEETING: JULY 17, 2007 AT 7:00 PM AT THE
COMMUNITY CENTER**

JULY 17, 2007
Parks Commission Minutes

Present: Chr. Sheila Dilmore, Rick Smith, Chris Friend, Sheila French, DPW
Commissioner Larry Wagner

Absent: Deanne Williams, Suzanne Brinthaup Beth Dunning

Community Days Guest: Mark Gould, Kathy Shoemaker, Marcia Hudock, Hollie Snyder, Jenny Dean

Chr. Dilmore called the meeting to order at 7:00 PM and welcomed all guests.

Discussion with Community Days:

- Parks Commission reviewed projects that they would request funding to assist with:
 1. Sign kiosk
 2. Community Park Extension restroom/concession stand.
 3. Whitney Park development.
- Community Days suggested adding electrical circuits in Jacobus pavilion.
- Community Days funded Turface for the Cinderella Field #1
- Sand for the volleyball pit was delivered. Community Days funded the sand.

Chris Friend reported that he had been approached regarding having a Lyme Disease fundraiser in Community Park Extension. Only the Town Board can authorize fundraisers.

Larry discussed Jake Boylan's Eagle Scout project. He is considering putting benches on the trail at Community Park Extension. The Parks Commission requested to have Jake attend the next meeting with his Scout Master to present his project.

Larry stated the tables would be put in the new pavilion this week. Also, we are looking into acquiring a grill for this pavilion. The Rails to Trails bridge is in and parking area / trail path, etc. are being completed.

Larry updated the Parks Commission on the Town Board meeting discussion regarding Commission terms.

There being no further business to come before the Parks Commission, Chr. Dilmore adjourned the meeting at 8:45 PM.

**NEXT MEETING: August 21, 2007 AT 7:00 PM AT THE
COMMUNITY CENTER**

August 21, 2007
Parks Commission Minutes

Present: Chr. Sheila Dilmore, Chris Friend, Sheila French, Beth Dunning, DPW
Commissioner Larry Wagner

Absent: Deanne Williams, Suzanne Brinthaup, Rick Smith,

Guests: Mr. Boylan and Jake Boylan

Chr. Dilmore called the meeting to order at 7:10 PM and welcomed all guests.

Jake Boylan presented his idea for an Eagle Scout project. He is planning on placing 2 benches on the nature trail at Community Park Extension. After discussion with the members present, it was agreed that Jake be given permission to pursue this project. Jake will coordinate the project with Larry Wagner.

Larry Wagner updated those present on the progress of the Rails to Trails project. Work is continuing near completion and three benches have been ordered for the trail.

Copies of an e-mail from Gail Wolfe to area horse owners were distributed to the group regarding cleaning up after the horses on the trail.

Progress on the 'Parks Rules' signs was discussed.

There being no further business to come before the Parks Commission, Chr. Dilmore adjourned the meeting at 8:25 PM.

**NEXT MEETING: September 18, 2007 AT 7:00 PM AT THE
COMMUNITY CENTER**

September 18, 2007
Parks Commission Meeting Minutes

Present: Chr. Sheila Dilmore, Deanne Williams, Suzanne Brinthaup, Rick Smith, DPW Commissioner Larry Wagner, Town Board Liaison Mike Smith
Late: Chris Friend, Beth Dunning
Absent: Sheila French

Chr. Sheila Dilmore called the meeting to order at 7:05 PM.

Informational Signs. Sheila Dilmore reported that she had researched this item and in the catalogs, these signs were very expensive. Larry suggested the parks crew might be able to build them or possibly BOCES. Rick Smith will check with the city of Elmira to see if they have any old bus stop signs.

Grill. Larry informed the commission that the grill for the new pavilion in Community Park Extension has been delivered and will be installed shortly.

Larry's Updates. Larry Wagner offered the following updates:
The tent we borrowed from Community Days was repaired.

The Little League concession stand hood has been steam-cleaned. This is done every year after their season ends.

The Eagle Scout has started his project of putting benches along the Nature Trail in Community Park Extension.

Acoustics and pigeons are a problem in Jacobus and Cooper Pavilions. Larry and Sheila Dilmore suggested putting a ceiling in these pavilions and putting up a sound barrier when they are being used for concerts. Sheila will suggest to Joanne Schucker that she see if the school will lend us their sound barrier to try before we build one.

Little League/Cinderella. There was discussion regarding funding support for the Little League and Cinderella groups. Chris Friend suggested meeting with them every year to familiarize new members of the leagues on how things work.

There being no further business, Chr. Dilmore adjourned the meeting at 8:10 PM.

**NEXT MEETING: OCTOBER 16, 2007 AT 7:00 PM
IN THE COMMUNITY CENTER**

October 16, 2007
Parks Commission Meeting Minutes

Present: Chr. Sheila Dilmore, Deanne Williams; Suzanne Brinthaup; Rick Smith; Beth Dunning, Chris Friend, DPW Commissioner Larry Wagner, Town Board Liaison Mike Smith

Absent: Sheila French

Guests: Eagle Scout J.T. McMaster and Mr. Justin McMaster (J.T.'s Father)

Chr. Sheila Dilmore called the meeting to order at 7:01 PM.

Eagle Scout Project. J.T. McMaster made a short presentation on building several kiosks for the signs in the parks as his Eagle Scout Project. He stated once the prototype is built, he will determine how many kiosks he will be able to build. He discussed using treated wood with corkboard and using marine plywood on the backs. The kiosks would be 5' tall. Two kiosks would go in Memorial Park, two in Community Park and two in Community Park Extension. The Parks Commission needs to prioritize which parks to put signs in first and determine where they want the signs placed in each park.

Wish List. The Parks Commission reviewed the 2007 Wish List. The general consensus was that for 2008, the Walking Path in Whitney Park should be the first item completed and the second should be the Community Park Ext. restrooms and Concession Stand improvements. Replacing or updating the wood fencing in Community Park Ext. was also discussed.

Whitney Park. Larry Wagner reported that he has been in contact with Dominion Gas and an agreement is needed. Larry indicated that the Town of Horseheads and the Town of Catlin have larger dozers than the Town of Big Flats owns, that we could borrow and Dominion Gas has OK'd the use of the larger dozers. Larry indicated Jody Allen of Allen Engineering will be putting in grade stakes.

Larry's Updates:

Community Park. Larry reported that the Parks crew pulled out the spring toys and are pouring new pads.

Community Park Ext. The Parks crew will be pouring a pad for the grill.

Little League. Larry OK'd Little League to pull out the T-Ball backstop and replace it.

Mulching. Mulching needs to be done in all the parks.

Water. The water has been turned off in the parks.

Pavilion Name. Chr. Sheila Dilmore requested the Parks Commission members think about a name for the new pavilion in Community Park Extension.

There being no further business, Chr. Dilmore adjourned the meeting at 8:12 PM.

NEXT MEETING: November 20, 2007 at 7:00 PM at the Community Center

November 20, 2007
Parks Commission Meeting Minutes

Present: Chr. Sheila Dilmore, Deanne Williams, Suzanne Brinthaupt, Beth Dunning,
Chris Friend, Rick Smith, DPW Commissioner Larry Wagner

Absent: Sheila French

Guests: Victoria Wilcox, Paul & Denise Wilcox (parents), Sarah Lynch and parents,
Liz Heiniger of the Lyme Disease Association
Lee Younge, CC River Council

The meeting was called to order at 7:00 P.M. by Chair Sheila Dilmore.

Victoria Wilcox and Sarah Lynch gave a presentation concerning Lyme Disease and Victoria's experience with the disease. They are proposing a "Lyme Disease Awareness Walk" in Community Park Extension and wanted permission to have the walk and sell t-shirts to help make people aware of Lyme Disease. Chr. Dilmore explained that they were not permitted to sell t-shirts because fund raiser events were not allowed in the parks. The girls discussed insurance coverage, EMS coverage and traffic control which they have already thought about. Larry Wagner will work with the girls to see if they can hold their "awareness walk" in the park and be consistent with town policy.

Liz Heiniger of the Lyme Disease Association indicated she does in-service for the association and would be happy to give talks to the seniors or any other organization that might be interested in the topic of Lyme Disease so that more people would have a chance to learn about it.

Larry Wagner's Updates:

Kelly Larimore and her Scout Troop did some landscaping at the Rails to Trails parking area.

Several of the parks have been mulched.

The roof on the dugout at the Cinderella Field has been replaced.

Whitney Park.

A modified easement has been sent to Dominion Gas.

Grade stakes have been put in

Larry has a map of the elevations in the park

Fill for the park is still being hauled in.

River Council. Lee Younge gave a presentation concerning the River Council and explained what it was and what it was trying to accomplish. Three grants were applied for. Big Flats is in the running to receive one of the grants. There were two projects options for Big Flats. The first is a trail connecting Big Flats Community Park to the River via Minier's Park and boat launch site. There is a concern with this option of the trail crossing Rte. 352. The River Trail group is interested in pursuing a trail along the riverbank from Bottcher's boat launch site to Minier Park. Issues that need to be addressed are: confirmation of the ability to secure permanent easements from Willow Creek Golf Course and other property owners, Costs, Liability issues, Maintenance responsibilities, and Town match requirements. Lee indicated that

the Town of Big Flats in-kind services could be maintenance, and will talk with Larry Wagner concerning these issues. The Parks commission consensus is that funding resources available should be utilized for existing project completion such as Whitney Park and Community Park Extension projects before taking on new projects.

2008 Chairperson Appointed. A motion was made by Deanne Williams, seconded by Rick Smith that DPW Commissioner Larry Wagner recommend to the Town Board that Sheila Dilmore be appointed as Parks Commission Chairperson for the year 2008. All present, voting aye, MOTION CARRIED.

There being no further business, Chr. Dilmore adjourned the meeting at 8:45 P.M.

**NEXT MEETING: DECEMBER 18, 2007 AT 7:00 P.M.
AT THE COMMUNITY CENTER**

December 18, 2007
Parks Commission Meeting Minutes

Present: Chr. Sheila Dilmore, Deanne Williams, Suzanne Brinthaup, Rick Smith,
Sheila French, Beth Dunning, Chris Friend, Town Board Liaison Mike Smith

Absent: DPW Commissioner Larry Wagner

Guest: Marcia Hudock (incoming Town Board Councilwoman)

Chr. Sheila Dilmore called the meeting to order at 7:05 P.M.
Sheila stated that she had some notes from DPW Commissioner Larry Wagner.

River Walk Project. Chr. Dilmore distributed some information concerning the Chemung County River Walk Project and the project was briefly discussed. It was the consensus of the Parks Commission, based on expenses and lack of information, that they were not in favor of the River Walk Project.

Member Appointment. A motion was made by Deanne Williams, seconded by Suzanne Brinthaup, that Larry Wagner, DPW Commissioner recommend to the Town Board that Richard Smith be appointed to the Parks Commission, with a term ending of 2014. All members voting aye, MOTION CARRIED.

Sign Kiosks. Sheila stated that Larry hasn't received a recent update from J.T. McMasters.

No Hunting in Memorial Park and Rails to Trails. A total of four No Hunting signs have been put up at the ends of the walking trail on Kahler and Winters Roads.

Patron Renewal. The Parks Commission members voted in favor of our Patron Renewal for the New Big Flats Times and Chairperson Sheila Dilmore collected the money.

Whitney Park. Larry and Tom Reed met with Dominion on December 4th to work on an easement that will meet both the Town and Dominion's needs.

Grants. Beth Dunning questioned if and how we could apply for a grant. Marcia Hudock suggested contacting Fortuna Energy for an application and Beth and Rick Smith will contact the Corning Beagle Club on Markle Hollow Road, as they have grant money available.

There being no further business, Chr. Dilmore adjourned the meeting at 7:45 P.M.

NEXT MEETING: JANUARY 15, 2008 AT 7:00 PM AT COMMUNITY CENTER